



GRADE TRANSCRIPTS: In order to comply with the Family Educational Rights & Privacy Act of 1974 (FERPA), all transcript requests require authorization. Provide your name as it was when you were enrolled. Please do not use your married name unless you were married when you attended. A written and signed request containing the following information must be received by **Hobart Institute of Welding Technology**. After all necessary information is received your request will be completed in a timely manner. **Request must be signed and dated by the student making the request.**

Signature: _____ **Date:** _____

Please print the following information: _____ How many copies? _____

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Date of Birth: _____ Social Security Number (last 4): _____

Dates Attended: _____

Mail to address if different from listed above:

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